

## **Finance Subcommittee**

**January 5, 2021**

**Members Present:** Amy Assink, Laura McKeever, Deb Kupka, Sheri Jones, Stacie Herridge, Geralyn Greer and Jo Greiner.

**Other Participants:** Phil Dunshee, Lisa Long, Kati Ross, Leah Champion, Gary Wilgenbusch, Lisa Kent and Denise Baker.

### **Meeting Summary**

The Subcommittee reviewed the December 3, 2020 meeting summary. Deb Kupka made a motion to approve the meeting summary. Geralyn Greer seconded and the motion was approved.

### **Accounts Receivable Report**

The Iowa Land Records team provided the subcommittee with an update regarding outstanding accounts receivable items.

### **Monthly Payments Report**

The Project Manager presented the Subcommittee with the monthly payment reports for January. Sheri Jones made a motion to approve the January monthly payments reports. Stacie Herridge seconded, and the motion was approved.

### **Fund 255 Reimbursement Invoice**

The Subcommittee reviewed the monthly Fund 255 reimbursement invoice for January. Bills included CSI, \$7,447.45; Oasis, \$17,893.77 & \$17,752.93 & \$15,927.96; Aureon, \$9,500.00.

Geralyn Greer made a motion to approve the January Fund 255 reimbursement invoice. Deb Kupka seconded, and the motion was approved.

### **Monthly Financial Reports**

The Subcommittee reviewed the November 2020 Financial Reports. Jo Greiner made a motion to approve the November 2020 Financial Reports. Amy Assink seconded, and the motion was approved.

### **December Metrics Review**

The Project Manager reported that there were more than 100,000 additional documents submitted through e-submission in 2020 compared with 2019 activity. E-Submission has grown substantially in 2020 due to COVID and additional marketing efforts.

**The meeting was adjourned at 9:15 AM**

**The next meeting of the Finance Subcommittee is a teleconference scheduled for February 4, 2021.**